

FINAL



WEARE BOARD OF SELECTMEN  
MEETING MINUTES

July 6, 2010

**PRESENT:** TOM CLOW, CHAIRMAN; RICHARD W. BUTT, VICE CHAIRMAN; DONNA OSBORNE, SELECTMAN; KEITH R. LACASSE, SELECTMAN

**TOWN ADMINISTRATOR:** Naomi Bolton

**RECORDING SECRETARY:** Cherry Palmisano

**GUESTS:** Douglas Cook, George Malette, Tanya Krajcik, Samuel Kress, Christine Hague, Ray Kelly

**7:00 p.m. Chairman Clow called the meeting to order.**

**PUBLIC HEARING – To hear public testimony and comment on information regarding the Town establishing a scholarship fund from Beverly Townes in the memory of Earl Townes and Joseph Brennan to be funded by the sale of timber on her property in Weare, NH at the time of her death –** Mrs. Bolton, Town Administrator, informed the Board that she received a letter from Beverly Townes's attorney Doug Hatfield. She contacted Mr. Hatfield to ask if the gift would be over \$5,000 and feels that it would.

**Chairman Clow closed the public hearing at 7:03 p.m.**

**Chairman Clow moved, Selectman Lacasse seconded to accept the gift in the amount presumed to be over \$5,000 to establish a scholarship fund in memory of Earl Townes and Joseph Brennan.**

The recipients of the scholarship will be determined by the guidance counselors at John Stark.

Vice Chairman Butt is questioning whether or not they have to create a fund or just accept the gift, which will be managed by the Trustees of the Trust Fund. He is not sure if they need to or have the authority to do so. Selectman Lacasse asked why it isn't being set up as a private fund and would like more information. Chairman Clow thinks if it is handled by the Trustees it avoids ongoing legal costs.

Mrs. Bolton, Town Administrator, said there is a similar scholarship also established at the High School, she is not sure how it was established.

Vice Chairman Butt said as a minimum they would have to accept the gift.

Chairman Clow said that he is not sure if accepting it at Board level is enough or if it should be handled by the Trustees of the Trust Fund.

Chairman Clow withdrew his motion and tabled the discussion for two weeks. The discussion will be continued on July 19<sup>th</sup>.

**PUBLIC COMMENT –** Doug Cook spoke regarding the assembly permit. He said there was a public hearing in 2001 rescinding the assembly permit.

Chairman Clow said the discussion was not on the agenda, but they were talking last week about having the Police Chief decide whether they need to have an officer on detail.

Mrs. Bolton, Town Administrator, said that in 1994 there was a form that needed to be filled out and signed for an assembly permit, but not everyone did it. She said that in 2001 they set the requirement for an assembly permit to 100 people or over. Mrs. Bolton, Town Administrator, said that she spoke with Chief Begin and he did not want to be put on the agenda for this discussion. The event in question is going to be held on Saturday and has been open to the public for 23 years.

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**APPOINTMENT TO HERITAGE COMMISSION** – Chairman Clow asked Ms. Tanya Krajcik what interests her in the Heritage Commission. Ms. Krajcik said she is an archeologist and loves history. She thinks she can benefit the Heritage Commission and the town.

**Selectman Osborne moved, Selectman Lacasse seconded to appoint Tanya Krajcik to the Heritage Commission as a full member. Passed 4-0-0**

## MANIFESTS

**Chairman Clow moved, Selectman Osborne seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated July 8, 2010. Passed 3-0-1 Selectman Lacasse abstained**

<b>Accounts payable</b>	<b>\$94,149.05</b>	
<b>Gross Payrolls</b>	<b>\$49,497.59</b>	(Includes Special Detail, Taxes, Credit Union, Hwy Ins Buyout)
	<b>\$6,271.23</b>	(Monthly Fire)
	<b><u>\$7,542.01</u></b>	(June EMT)
<b>Total</b>	<b>\$157,459.88</b>	

Vice Chairman Butt questioned the separate check for the Prosecutor. Chairman Clow believes it is her monthly salary. Vice Chairman Butt would like clarification because he questions the amount being a monthly amount.

## MEETING MINUTES

**Vice Chairman Butt moved, Selectman Osborne seconded to approve the minutes of June 21, 2010 as amended. Passed 4-0-0**

**Vice Chairman Butt moved, Selectman Lacasse seconded to approve the minutes of June 28, 2010 as written. Passed 4-0-0**

**BUILDING COMMITTEE DISCUSSION OF TOWN HALL DOORS** – The Board reviewed pictures of the Town Hall doors. Chairman Clow said they need to make a decision on whether it is worthwhile to repair the doors. Selectman Lacasse said as bad as the doors are, he does not see a safety hazard. Chairman Clow said he is reluctant to put any money into repairing the doors if there is no safety issue and said the doors will continue to deteriorate. Vice Chairman Butt does not see putting thousands of dollars into repairing the doors, but enough to make them more visually appealing. It was discussed that the area is less than what is required to mandate a person with lead paint certification. Chairman Clow said when they looked at this issue and looked at the Building Committee estimates there was enough money to replace the doors. Selectman Lacasse said the doors are on the critical list to replace. Chairman Clow said they can't make a decision without price estimates and he does not want to put a lot of money into repairing the current doors. Vice Chairman Butt said he does not like to see the condition of the Town Hall being that bad. Vice Chairman Butt would like to get pricing from a local repairman. It was discussed that to get pricing they would need to have specifications and drawings. A temporary fix was discussed and sketches were given to the Town Administrator, who will get pricing from contractors.

**ADMINISTRATIVE REPORT** – Mrs. Bolton, Town Administrator, informed the Board that the Fire Department secretary contacted Bow regarding the Fire Department dispatching, Bow does not dispatch for fire and neither does Hillsborough. Mrs. Bolton, Town Administrator, said that in speaking with Ray Eaton everyone at the Fire Department would love to have dispatching from Concord, but it is expensive. They currently pay \$10,000 for Goffstown dispatching and Concord would charge \$60,000. Mrs. Bolton, Town Administrator, said she will make some phone calls. Vice Chairman Butt would like to have the Fire Department make the calls.

Avatar has the signed contract from the Board. The website is done and training will take place of Friday. Once the training is done the system will be up and ready to go.

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The Board will have the plans for Clinton Grove by the end of the week. It is Mrs. Bolton, Town Administrator's, understanding that the stone wall has been in place since 1837 and the surveyor is comfortable with the stonewall being the boundary, he will be submitting the plans shortly.

Mrs. Bolton, Town Administrator, told the Board she researched the 604-B Grant. The grant is for water quality for the Regional Planning Commissions to improve the states overall water quality and is funded from the Federal Government Water Quality Act. The application is not done yet. The grant is \$5,000 to specifically support the town's water crossing at Mountain Road. There are no matching funds needed. The grant is due to DES by July 20.

Mrs. Bolton, Town Administrator, told the Board that she spoke with Chief Begin regarding the cleaning position for the Safety Complex. The ad is posted and they have received five applications. The Chief will be reviewing the applications and making a decision soon, he would like more than five hours of cleaning time.

PARC contacted Mrs. Bolton, Town Administrator, regarding Mr. Mike Housman utilizing the town truck. Mr. Chip Meany gave Mr. Housman a key to the truck to collect and dispose of trash from the parks on Saturdays. Chase Park closed Monday, July 5 because it was too full and the women's bathroom also needed to be closed.

Mrs. Bolton, Town Administrator, said that she met with the three larger departments regarding their budgets. She has not sat down with the Town Clerk. A draft will be emailed to each Board member before their next meeting.

**LIBRARY BUILDING MAINTENANCE DISCUSSION** – Ms. Christine Hague told the Board that the last time she met with the Board she was thinking she was going to be requesting proposals, but she did not. Ms. Hague said that any building, which the public uses, has to prove negative of asbestos, and the burden is on the building owner. Someone came out and walked through the whole building with her, the Sawyer Room will cost \$965 to be tested, it is not optional and must be done. This changes the project, if they choose to test the upstairs part and cut through the floor they will need \$500 and if the test comes back positive, they will either leave it alone and don't saw it or have it removed by a HAZMAT team. Ms. Hague believes the best way is to redefine the project, she has not spoken with the engineer. The person who came out and looked at the building said the work can all be done from below. She needs approval to have the asbestos testing done according to the law because the burden of testing is on the town. They did not get the grant.

Selectman Lacasse asked about the law regarding every municipal public building being required to test for hazardous material. This is only during renovation.

Ms. Hague said that the Paige Room was built in 1927 and they cut a piece of the carpet and saw linoleum. If the linoleum is not touched in any way, they are allowed to have it there. If they don't touch the floor at all and it remains intact then it is legal. She is not recommending that they pay the \$500 for testing. She said they are leaning towards not cutting the floor. Selectman Lacasse said that they can spend the \$500 to see if it is not positive so they can cut the floor and move on with the project. Ms. Hague said the man did say that it looks like asbestos and because of the date it mostly likely is. Chairman Clow asked if the testing comes back positive, does it mean they have to remove it. Ms. Hague said no, if they do both tests it will cost \$1,400 and if they come back positive they would have to redefine the project. The testing prices are coming from Alpha Asbestos Abatement and based on a site visit. Ms. Hague said that the ceiling tile and beams need to be tested. Ms. Hague is asking for permission to do the test.

Selectman Lacasse said that the price threshold does not meet the purchase policy but he would like other estimates. Ms. Hague said that she has other names of services she can contact. She will get more numbers and send them to the Board and when she fills out the Capital Request the Board can approve the numbers.

Mr. Ray Kelly said in addition to the structural reinforcement of the Paige Section, the mortar in the brick work needs to be removed and replaced. There is damage to windows and sills. They have an estimate of \$4,800. They were denied the grant for this project that they applied for. The roof is starting to leak because the shingles are being blown away. Ed Boulanger checked the shingles and noticed that the nails are pulling out and said

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they can expect more repairs next winter. Mr. Kelly said when addressing other projects they find additional problems, they will have a tough time next winter with the roof and the windows if they are not repaired.

Selectman Lacasse said they have discussed the roof, windows, and mortar before. The asbestos is the new issue before them tonight.

Ms. Hague said the cost of the abatement will be \$4,800 or above, but not below. She said this would take that section out of service for a lot longer.

Ms. Hague said it is possible that the shingles could go another winter, but no more. The prices she received for the mortar and brick replacement are not firm numbers, but were received from two trustworthy contractors.

Vice Chairman Butt said they are aware of all the issues, but it seems like nothing is being done, and he is not sure why. The only new thing is the asbestos. He had made a suggestion about getting a general contractor to oversee and take care of the overall project. Selectman Lacasse said you won't get a general contractor that will touch asbestos. Ms. Hague said that they can monitor their contractors and save a 30% markup, their job is too small for a general contractor.

Ms. Hague said if they need to have in their proposal that all work be done from below, she has to know if that is reasonable. Chairman Clow said it may not be cost effective to do the work from below. Ms. Hague thinks they need to get the testing.

Selectman Lacasse said they are not going to get this complicated amount of work done without qualified specifications, contractors, and someone professional to coordinate the project.

Vice Chairman Butt would like to have the work done and agrees with qualified professionals providing definitive information.

Ms. Hague said she was all set to move on the mortar project last spring and was waiting for approval from the Selectmen. She will write up the specifications and get the estimates, she has a contractor list. Ms. Hague asked if they can do it with three quotes and not a RFP. The Board agreed to the three quotes.

It was discussed that Capital Reserve Funds cannot be used for engineering studies.

Vice Chairman Butt said the Selectmen will take care of the roof, mortar and windows and the Trustees will take care of the engineering for the floors.

Chairman Clow said to move on the mortar and window project.

Mrs. Bolton, Town Administrator, said that the Trustees of the Trust Fund will be meeting on Tuesday, July 13<sup>th</sup>. Vice Chairman Butt said that he will attend to ask the question about the engineering studies and when he gets a decision from Trustees he will let Ms. Hague know.

## CORRESPONDENCE

Selectman Lacasse informed the Board that he received an email from a blogger in regards to the incident at Palmer's Tavern and he did respond.

Vice Chairman Butt commented that the job description for the Tax Collector states the individual would be reporting to the BOS and it should state reporting to the Town Administrator. Mrs. Bolton, Town Administrator, will correct the ad. She informed the Board that they have five applicants, none of which have applied before.

**Chairman Clow moved, Selectman Lacasse seconded to enter into non public session @ 8:45 p.m. pursuant to the authority granted in RSA 91-A:3II (c). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0**

**Chairman Clow moved, Selectman Lacasse seconded to come out of non public session @ 9:10 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0**

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**Chairman Clow moved, Selectman Lacasse seconded to seal and restrict the minutes of the non public session. Passed 4-0-0**

**Selectman Osborne moved, Selectman Lacasse seconded to adjourn at 9:11 p.m. Passed 4-0-0**

A True Record.

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Cherry Palmisano, Recording Secretary